

# Dallas Housing Finance Corporation Board of Directors Meeting

## Meeting Record

**June 9, 2020**

**Via Microsoft Teams**

Meeting Link: [Join Microsoft Teams Meeting](#)

**Audio Only:**

Phone Number: 469-217-7604 -- Conference ID: 265 186 437#

The Dallas Housing Finance Corporation Board of Directors meetings are recorded. Agenda materials and audiotapes may be reviewed/copied by contacting the Boards Coordinator at 214-670-1686.

**Meeting Date:** June 09, 2020

**Meeting Start time:** 12:02 PM

<p><b>Board Members Present:</b>                  President Marcy C. Helfand                  Secretary Ryan Garcia                  Director Brad Nitschke                  Director Joshua Vernon                  Director Matthew Marchant                  Director Benard Miraglia                  Director Shan Zaidi</p> <p><b><u>Board Members Absent:</u></b>                  Director Beatrice Alba Martinez                  Director Jesseca E. Lightbourne                  Director Robin L. O’Neal</p>	<p><b>Staff Present:</b>                  Kyle Hines, Assistant General Manager                  Marichelle Samples, Sr. Assistant City Attorney II                  Julianna Pak, Assistant City Attorney                  Eric Ochel, Housing &amp; Neighborhood Revitalization</p> <p><b><u>Guest Present:</u></b>                  Alfredo Izmajtovich, Executive Vice President                  Charles Kim, Director of Asset Management, Cesar Chavez Foundation                  Heather Hughes, Executive Director, Deaf Action Center                  Christie Quinn, Senior Regional Manager, Alpha Barnes</p>
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**AGENDA:**

1. Dallas Housing Finance Corporation Board of Directors Meeting called to Order by - **President Marcy C. Helfand**
2. Roll Call – **Kyle Hines, Assistant General Manager**
3. **Public Testimony – Public Comments on Item Nos. 4, 5, 6 and 9**  
 There were no public comments on Item Nos 4, 5, 6 and 9
4. **Approval of May 12, 2020 Dallas Housing Finance Corporation Board of Directors Meeting Minutes**

Presenter(s): President Marcy C. Helfand

**Action Taken/Boards Recommendation(s):** Motion made to approve the minutes

<b>Motion made by</b> Director Nitschke	<b>Motion second by</b> Director Vernon
Item passed unanimously: <u><b>X</b></u>	Item passed on a divided vote: <u>      </u>
Item failed unanimously: <u>      </u>	Item failed on a divided vote: <u>      </u>

**Follow-up (if necessary):** Add motions/seconds to May 12 minutes.

5. Election of Corporation Vice President and Treasurer – **Marcy C. Helfand, President**

**Action Taken/Committee Recommendation(s)** Motion made to appoint Brad Nitschke as DHFC Board of Directors Vice President

<b>Motion made by</b> President Helfand	<b>Motion seconded by</b> Secretary Garcia
Item passed unanimously: <b>X</b>	Item passed on a divided vote: _____
Item failed unanimously: _____	Item failed on a divided vote: _____

**Follow-up (if necessary):**

**Action Taken/Committee Recommendation(s)** Motion made to appoint Benard Miraglia as DHFC Board of Directors Treasurer

<b>Motion made by</b> President Helfand	<b>Motion seconded by</b> Director Nitschke
Item passed unanimously: <b>X</b>	Item passed on a divided vote: _____
Item failed unanimously: _____	Item failed on a divided vote: _____

**Follow-up (if necessary):**

6. **Approval of a Corporation Emergency Expenditure Policy for the Purchase of Goods or Services Related to the Safety and Security of Corporation-owned Properties in an Amount not to Exceed \$10,000.00**

Presenter(s): Kyle Hines, Assistant General Manager

**Action Taken/Committee Recommendation(s)** Motion made to approve the item

<b>Motion made by</b> Director Nitschke	<b>Motion seconded by</b> Director Miraglia
Item passed unanimously: <b>X</b>	Item passed on a divided vote: _____
Item failed unanimously: _____	Item failed on a divided vote: _____

**Follow-up (if necessary):**

7. **Briefing on Quarterly Operational Budget Report for Park at Cliff Creek Apartments Located at 7300 Marvin D. Love Parkway**

Presenter(s): Alfredo Izmajtovich, Executive Vice President, and Charles Kim, Director of Asset Management, Cesar Chavez Foundation

**Action Taken/Committee Recommendation(s)** No Action Taken

<b>Motion made by</b>	<b>Motion seconded by</b>
Item passed unanimously: _____	Item passed on a divided vote: _____
Item failed unanimously: _____	Item failed on a divided vote: _____

**Follow-up (if necessary):**

8. **Briefing on Quarterly Operational Budget Report for DAC Martha’s Vineyard Located at 3110 Cedar Plaza Lane**

Presenter (s): Heather Hughes, Executive Director, Deaf Action Center and Christie Quinn, Senior Regional Manager, Alpha Barnes

**Action Taken/Committee Recommendation(s)** No Action Taken

<b>Motion made by</b>	<b>Motion seconded by</b>
Item passed unanimously: _____	Item passed on a divided vote: _____
Item failed unanimously: _____	Item failed on a divided vote: _____

**Follow-up (if necessary):**

9. **Approval to Solicit a Third-Party Valuation for the Potential Sale of DHFC Jubilee Seniors, LLC and Update on the 2017 and 2018 Internal Audit**

Presenter (s): Marcy C. Helfand, President and Kyle Hines, Assistant General Manager

**Action Taken/Committee Recommendation(s)** Motion made to approve a Third-Party Valuation for the Potential Sale of DHFC Jubilee Senior, LLC

<b>Motion made by Director Zaidi</b>	<b>Motion seconded by Director Vernon</b>
Item passed unanimously: <b>X</b>	Item passed on a divided vote: _____
Item failed unanimously: _____	Item failed on a divided vote: _____

**Follow-up (if necessary):**

10. **Meeting of DHFC Providence at Mockingbird, LLC, the General Partner of Hines 68, LP, the Owner of Providence Mockingbird Apartments Located at 1853 West Mockingbird Lane (Property):**

Presenter (s): Camisha L. Simmons, Corporation General Counsel, Marcy Helfand, President, and Kyle Hines, Assistant General Manager

**The DHFC Board of Directors went into Executive Session at 1:01 pm**

- a. Executive Session Under Sec. 551.071 of the Texas Open Meetings Act to Receive Legal Advice Regarding Legal and Financial Issues Associated With Developer Fee Payment Obligations and Potential Courses of Action
- b. Executive Session Under Sec. 551.071 of the Texas Open Meetings Act to Receive Legal Advice Regarding a Wrongful Eviction Lawsuit Styled *\_Sopuruchi Okeke-Ewo v. Hines 68, L.P., et al*

**The DHFC Board of Directors went back into Open Session at 1:45 pm**

11. Future Agenda Items – **Marcy C. Helfand, President**

- a. Memorandum on Documents Approved by the Corporation’s President for Signature by the Corporation’s General Manager and/ or Assistant General Manager – **TBD**
- a. Quarterly Operational Budget Reports from Property Managers of Providence and Mockingbird and Sterlingshire Apartments – **July 2020**
- b. Consider and Adopt a Resolution Approving the Corporation’s 2020 Annual Budget – **July 2020**
- c. Update on the Solicitation of Bids or Proposals for Professional Services for the Corporation including but not limited to Legal and Financial – **July 2020**
- d. Opportunities for the Corporation to Acquire Housing Tax Credit Properties Ending Their Initial 15- Year Compliance Period – **TBD**

12. Adjourn – **Marcy Helfand, President**

These minutes were approved by the City of Dallas Housing Finance Corporation Board of Directors on the 14 day of July 2020.

**APPROVE:**

**ATTEST:**

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Marcy C. Helfand  
President

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Ryan Garcia  
Secretary